

CONFIDENTIAL

Approved For Release 2002/01/08 : CIA-RDP84-00688R000200080001-6

DDA 79-2571/1

8 AUG 1979

MEMORANDUM FOR: Director of Communications  
Director of Data Processing  
Director of Finance  
Director of Logistics  
Director of Medical Services  
Director of Personnel  
Director of Security  
Director of Training  
Chief, Information Services Staff, DDA  
Equal Employment Opportunity Officer, DDA

FROM: 

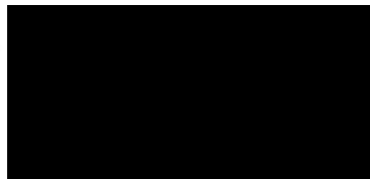
Chief, Management Staff, DDA

SUBJECT: Doing More With Less

1. Attached is a memorandum from the Comptroller concerning the need to examine productivity enhancement, resource redistribution, and performance evaluation. On the assumption that many Directorate activities bear on productivity and evaluation, it is suggested that your response focus on those that are concrete and objective rather than those that are intangible and subjective. The latter type should be reported, however, if they are major ways of identifying productivity and judging effectiveness in your organization.

2. Please forward your response to Chief, Management Staff, DDA, no later than 22 August 1979.

Att: a/s



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